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## Foreclosure File Reviewer in Westlake Village, CA

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### Randstad in Westlake Village, CA

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salary \$ 16.00 - \$ 28.00 per hour

The salary displayed is only an estimate; salary offers depend on an applicant's qualifications, skills, education and job experience, among other things.

job category	property
location	Westlake Village, CA 91362
job type	temporary
openings	200
hours	33 - 40+ hours
education	associate degree
job reference	S_91863

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### description

A Foreclosure File Reviewer will be responsible for reviewing foreclosure files to validate accuracy of the fees and/or penalties assessed, whether or not the foreclosures were processed within applicable state and federal laws and that all required procedures were followed. Key responsibility will be to determine if there was financial harm to the borrower.

- Conduct a complete review of the foreclosure file to ensure all default timeframes were processed accurately.
  - Review to determine if ownership of the note and mortgage was properly documented when foreclosure was initiated, and document any exceptions.
  - Determine if the foreclosure was processed in accordance with applicable state and federal laws, to include SCRA and US Bankruptcy Codes, and document any exceptions.
  - Validate fees and penalties charged and assessed were reasonable, customary and within the applicable state and federal laws, and document any exceptions.
- Determine if there was financial harm to the borrower.

Working hours: 8 am to 5 pm

#### Competencies

Experience in residential mortgage, loss mitigation, foreclosure, debt to income ratio calculations, time management abilities, computer skills validated by testing, strong analytical abilities, strong communication skills both written and verbal.

\*compensation will be based on qualifications, years' experience, previous responsibilities, and experience.

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